





GEN





NJ  
(East Orange)  
tcw

GENEALOGY  
974.902  
EA772F

# First Presbyterian Church

(Munn Avenue)

East Orange, New Jersey



Report of Survey Committee

MARCH, 1930

Allen County Public Library  
900 Webster Street  
PO Box 2270  
Fort Wayne, IN 46801-2270

The personnel of the Committee that has undertaken this study is as follows:

MRS. EDWARD R. ALLEN  
MRS. HAROLD N. CONDUCT, Secretary  
MRS. WILLIAM HARVEY COOKE  
MRS. ARTHUR A. RICHMOND  
MRS. WILLIAM HEMANS SMITH  
MISS ELEANOR E. WORTENDYKE  
RICHARD T. BUTLER  
EDWIN H. COLPITTS  
ALLAN R. CULLIMORE, Chairman  
JAMES H. DEIGNAN  
E. ROWLAND HILL  
DR. HERBERT WEBER

# REPORT

*of the*

## SURVEY COMMITTEE

At the Annual Parish Meeting of the MUNN AVENUE CHURCH held in April, 1928 a motion was duly adopted directing the Chairman of the meeting, to appoint a "Committee to make a comprehensive survey of the neighborhood, of the work of the Church, and of the plant and equipment."

The Committee commenced its work in the latter part of 1928 and collected data for the ten year period from 1918 to 1928. The following report is based upon the statistics obtained for such period.

If the Committee has properly interpreted its duty and its function, the Parish wishes at this time to consider not only present conditions but future trends and possible lines of development. The Committee has accepted its assignment, hoping that a sympathetic study and setting forth of facts may be of real value to the Church.

The Committee has not attempted to criticize, its function being to bring out facts, not to interpret them. Its function is to show existing tendencies, not their theories as to how these tendencies should be met. A survey is not a design, it is not a criticism, it is not a pattern, but an attempt to find out what we are and how we are growing. Certain facts concerning the present scope of the work of the Church and certain tendencies may directly suggest certain necessary changes or modifications in one or more of the programs of the Church. But this Committee believes that these changes and modifications should originate with, if they are to be carried out by, the individuals or groups having the direct responsibility for these several programs. The Committee has presented its facts in full so that sound and proper conclusions may be drawn. Representing as it does many of the varied activities of the Church, the Committee has been able to present a collective point of view which is, it is hoped, a real composite.

### Use of Figures to Show Facts and Tendencies

In trying to picture the growth and changes in our parish and in our church, the Committee has had to use figures to a considerable extent. While qualitative conditions are of great importance, it has been found impossible to judge even qualitative conditions without a numerical basis of comparison. In the study of growth and change, figures have of course been impossible to escape.

It is believed, however, that the figures follow the facts and that too much emphasis has not been put upon mere figures and mere numbers. It is perhaps true, in making a survey of such an institution as a Church, that the imponderables have much the greater weight and the Committee recognizes this fact as fundamental.

All figures have, therefore, been used only insofar as they show tendencies toward growth or decay and no attempt has been made to present figures in other than a relative sense.

### Conditions Internal or External

In planning the work to be undertaken by the Committee, it seemed advisable first to ascertain whether our problems were unique and affected the Munn Avenue Church alone, or whether we in common with the other churches in

the community were facing certain common external conditions. It is conceivable that our church has internal factors and problems which we must settle alone, quite apart from those of our sister churches; and the first step of the Committee was to try to find out if such a condition existed.

### **Rough Comparison With Other Churches**

It was not thought wise to do more than attempt a rough or approximate check and, therefore, the following comparisons were made as between the Munn Avenue Church and a half dozen other churches in our immediate neighborhood.

- (a) Comparison of budget to membership.
- (b) Comparison of membership to attendance.
- (c) Comparison of membership in church and membership in Church School.
- (d) Comparison of membership in Church School to attendance in Church School.
- (e) Comparison of the general program of activities.
- (f) Comparison of the money collected for benevolences.
- (g) Comparison of number of members per paid church worker.

### **Committee Sees No Internal Weakness**

There is no need to present figures under any of these heads for it seems perfectly clear to the Committee that this church shows favorably in the comparison made. In appraising the external conditions, it seems perfectly safe to say that we at Munn Avenue are meeting them as well as others with whom we have roughly measured ourselves.

### **Comparison With Denomination As a Whole**

The Committee further compared conditions with those of the Presbyterian Church in the U. S. A. and the following comparisons may tend to show our position with respect to the average of our own denomination.

|                    |   |   |                         | 1928<br>Presbyterian<br>Church, U. S. A. | Yearly Average of<br>Last Five Years<br>Munn Avenue |
|--------------------|---|---|-------------------------|--|---|
| Rates of change in |   |   | membership              | 2% increase                              | 15% increase  |
| "                  | " | " | Church School           | Stationary                               | Stationary  |
| "                  | " | " | church support          | 2% increase                              | 20% increase  |
| "                  | " | " | benevolences            | 2% decrease                              | 35% increase  |
| "                  | " | " | per cap. church support | Stationary                               | 2% increase   |
| "                  | " | " | per cap. benevolences   | 5% decrease                              | 10% increase  |

In making this comparison, it should be borne in mind that in all cases the curve of the graphs showing our own increase is such as to make possible a fair comparison between our average of the last five years and the figures of the larger group for the year just past. Notice that the decrease in Church School refers to decrease in the enrollment in Sunday morning classes only (the traditional Sunday School) and does not consider the wider program for children and young people which extends not only through Sunday but the whole week and the whole year.

It was considered particularly significant that our increase in benevolences both total and per capita compared so favorably with the figures for the Presbyterian Church as a whole. Enough has been set forth to show at least in the opinion of the Committee, that our church as a single unit is not lagging behind her sister churches in the vicinity and that further she is much more than

holding her own compared with the country at large with respect to her own denomination.

### **Study of External Conditions**

Evidently the problems facing us are common problems which we share with other churches. The Committee felt, therefore, that it was wise to make a rather detailed study of two simple conditions which face our Parish and our Community; conditions which we must in common face with other churches hereabouts; and to follow such a study by an attempt to determine how our various programs were affected by those external changes.

The Committee in studying external factors has limited itself to the change in quantity and quality of the people who are members of our church and who are and may be available for membership. The Committee has to some extent found it necessary to touch those facts which had definitely affected either the quantity or quality of our membership, real or prospective; but it has felt that properly our direct concern is with changes in our membership rather than with the many causes of such changes. The Committee recognizes that to discuss the ultimate causes at any length would be impossible in a report of this kind. Where such causes are more than mentioned, it is because it was felt that a knowledge of the cause was necessary to an effective remedy.

### **Difficulty of Appraisal of Church Values**

The Committee is mindful of the great difficulty in properly appraising the values which show the work of the Church and its real influence in the Community and the Parish. Changing conditions have so altered the social and economic standards of our people that it is doubtful if the same basic standards are applicable today which were properly applied ten or twenty years ago. Perhaps this is most pronounced in the matter of attendance on the traditional services of the Church and Church School. Developments in transportation and communication have not only made possible individual contact with a wider sphere, but they have brought to the individual much in the way of music, education, etc., and have furnished a social and even a religious contact which was not dreamed of a decade ago. This wider contact has to a certain extent acted to lessen the desire of the individual for attendance on the formal church activities and the possibilities for a broader social expression has somewhat lessened the necessity which they feel for such attendance. Perhaps it would be fair to say that today attendance at the traditional services of the Church is not as fair a criterion of the success of the institution as it was a decade ago.

This does not in any sense mean that the Church is losing its hold or its influence. It simply means that the religious expression of the people has taken a different channel. It may be that the individual who a decade ago confined himself to church attendance as his only religious expression now finds it is possible to express in a broader way, throughout the whole week, himself and his religious convictions.

It would be interesting if we could evaluate the actual influence of the Church toward the betterment of the life of the community. While this is impossible it is certainly true that such agencies as the Y. M. C. A., the Y. W. C. A., Service Clubs, boys and girls work of a secular nature, the Community Chests and the Welfare Federations have increased and broadened their activities tremendously in the last five years. While from the rather narrow standpoint of our church as a unit and viewing it as our own personal church, a decreasing attendance or one not increasing as rapidly as we wish, might be cause for serious thought it is well to remember that the Church was, is and will properly be the center of these other activities for the betterment of the

Community and it is toward this betterment that the Church works rather than toward a large attendance.

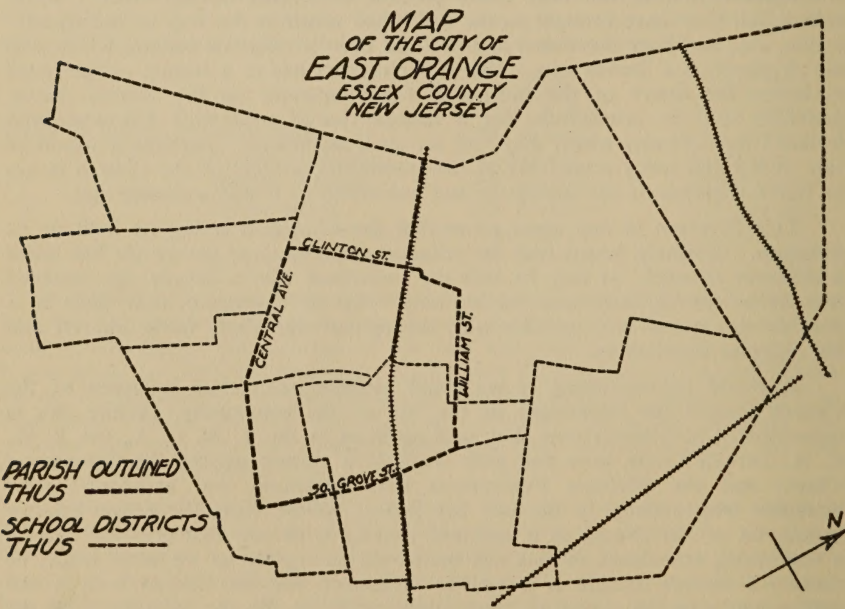
**Physical Limits of Our Parish**

In a consideration of the growth and change in our Parish and our Community, it was found necessary to limit our own Parish. In laying down those lines which bound this area, it was of course impossible to fix boundaries which would meet the approval of all. It was necessary, however, to have some fixed limits so that changes close to us might in some way be distinguished from factors affecting the City and Community at large. It should be pointed out again that figures based on these Parish lines are valuable in their relative sense only.

In fixing these lines bounding the Parish, perhaps the most important factor was the location of other Churches. While our Parish will of course overlap other church communities, it should not do so to the extent of encroaching too much on what might reasonably be considered their tributary territory. This is of course particularly true when we consider Churches of our own denomination and is certainly a strong factor when we come to consider the sphere of influence of any Protestant Church.

The above factor was perhaps the most important. If criticism should be offered concerning the lines as here laid down, it would probably be contended that the limits were too narrow. From many standpoints, this may be so, but with a restricted area, our study of local problems is more easily and definitely made and any differences as between Parish and Community are more easily shown.

The lines as laid down circumscribed an area in which roughly one-half of our members live. This area is bounded by William Street, Clinton Street, Central Avenue and Grove Street. And the area so inclosed will be alluded to in this report as the Parish and it is felt that certainly for the purposes of this survey, such an area has many advantages over a more extended one.



It might be of interest to note that, if these boundaries be extended to include the area bounded by Grove Street, Central Avenue, Harrison Street and Park Avenue, the proportion of internal residents to total, instead of being 50 per cent in and 50 per cent out, are in the ratio of 66 per cent internal and 34 percent external. So that a considerable extension of area has comparatively little affect on contained membership and this is true in a greatly increasing sense as the distance from the Church increases.

### Population of City and Parish

The population within these Parish lines is approximately 10,000, spread over an area of about 300 acres compared with a population in the City of East Orange of 68,000 and an area of 2500 acres. The density of population, which has been on the increase since the advent of the apartment and which will continue to increase for sometime to come, is, in the Parish, roughly ten per cent higher than in the City as a whole; while ten years ago, it was 20 per cent lower. Of much more importance to this study is the character of the population and this qualitative phase will be treated at length in its proper place. The rates of growth or increase in the City of East Orange and our Parish are, for the City at large, a percentage increase in growth over the last ten years of about 45%, while the population of our Parish has increased at a rate of almost 100%. This high rate for the increase in Parish population has been due to the development of the modern apartment within the Parish area. This has increased not only the density of the population but has had very definite effects upon the character of the Parish population.

### Effect of Apartments

Perhaps this increase in apartments has had its most characteristic effect in limiting the size of families and thereby increasing the number of families within the Parish. The following figures from a careful study of the size of families in the State, City and Parish, may prove illuminating:

|   | Family Size |                 |
|---|-------------|-----------------|
| Maximum in Cities of State                          | 4           |                 |
| Average in City of East Orange                      | 2.86        |                 |
| Average in our Parish                               | 2.60        |                 |
| Average in an apartment that has 40 families        | 2.55        | } In Our Parish |
| Average in an apartment between 40 and 100 families | 2.37        |                 |
| Average in an apartment of 100 or over families     | 2.16        |                 |

In the average family in East Orange, therefore, we have about 7/8 of a child below high school age and in large apartments in the Parish, we have slightly over 1/10 of a child for each family.

Figures from an entirely different source show an increase in families in our Parish for the last ten year period of about 2,000 with a definite falling off in the matter of size. Large estates have given way to large apartments. A small number of large families living in large houses have been replaced by a large number of small families living in large apartments.

At the present time, we estimate approximately 4,000 families in our Parish of which we reach in the neighborhood of 400, about one-half (1/2) the total families which we touch through the membership of the Church.

### School Population in East Orange

This increase in population and diminution in family size is again illustrated in a consideration of the public school census and a comparison of the increase

in rate of enrollment of public school students covering a period of the last decade. A careful analysis for that period shows that the elementary school enrollment within the Parish has increased not at all, while the high school enrollment from within the Parish has increased in round numbers about 70 per cent.

These figures obtained from three wholly independent sources show conclusively how the quality of our population is changing. Restrictions as to children in apartments have of course limited the size of families, especially in regard to small children; and this is well brought out by the increase in high school enrollment and the stationary condition with respect to the elementary school enrollment. Aside from these apartment restrictions and the consequent limitation of family size, we have operating a very definite cycle among apartment house dwellers.

Many young married people, in moderate circumstances, move into the smaller apartments because they offer the only chance for comfortable living at a reasonable price. These young people stay in the apartment until children are born when they find it necessary to move to less cramped quarters, even at the sacrifice of considerable comfort. When the children have grown up or at least are of high school age, they may move back, not caring to support and bear the responsibilities of a large house with its attendant costs.

### **Transiency of Apartment Dwellers**

There is of necessity in the case of the average apartment dweller a condition of transiency. He is foot-loose and has no capital investments and no real property to hold him to that particular locality. If young, he knows he must eventually go and, if old, he is free to go, wherever the world best suits him. In many cases, our own apartment dwellers work in another City, in another State, and the immediate civic responsibilities rest lightly upon their shoulders.

A careful analysis of the registration lists of our Parish as compared with the actual population shows that at least in the exercise of their responsibility in voting, the percentage is not as high as in non-apartment zones. This feeling of transiency probably extends in many cases also to participation in the life of a Church.

Those two factors: the limitation of family size, to adult or young adult age, and the transient character and spirit of the population are two major conditions which this Church must meet, now and for some time in the future.

### **Decreasing Child Population**

Particularly does this Committee stress the question of young children in the Church and point out that the gradual loss of young children and the activities which center about them present many questions which a Church, situated as ours is, must answer. The question of children and youth and their program is one of our most vital concerns. To meet a steadily decreasing child population will require a high type of vision and foresight. To replace, in a measure however great, such children's activities by others for adults and young adults, is a problem for special study. To some extent this has already been done and the results are set down in their proper place.

A chart (A) showing the increases and decreases in City and Parish population, public school enrollments, etc., is attached and from the slope of its lines may be gained some idea of the relative increases in these factors, external to the Church. These lines show rates of increase in percentages for a ten year period, ending in 1928. They are plotted as straight lines in order to make possible a comparison of several curves on the same scale, although the actual numerical value of the functions so plotted, differs widely.

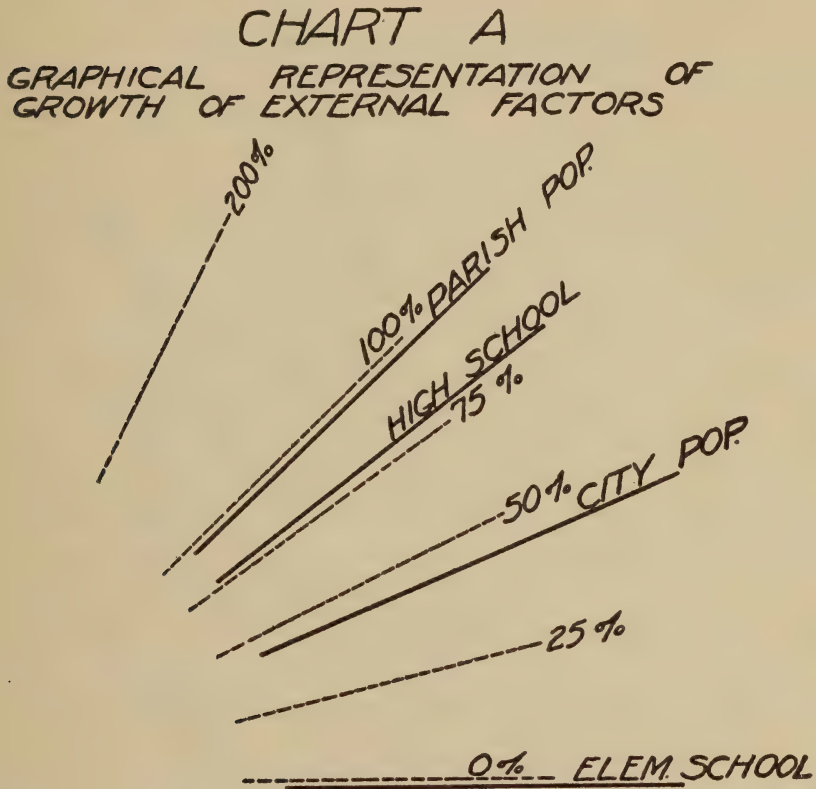
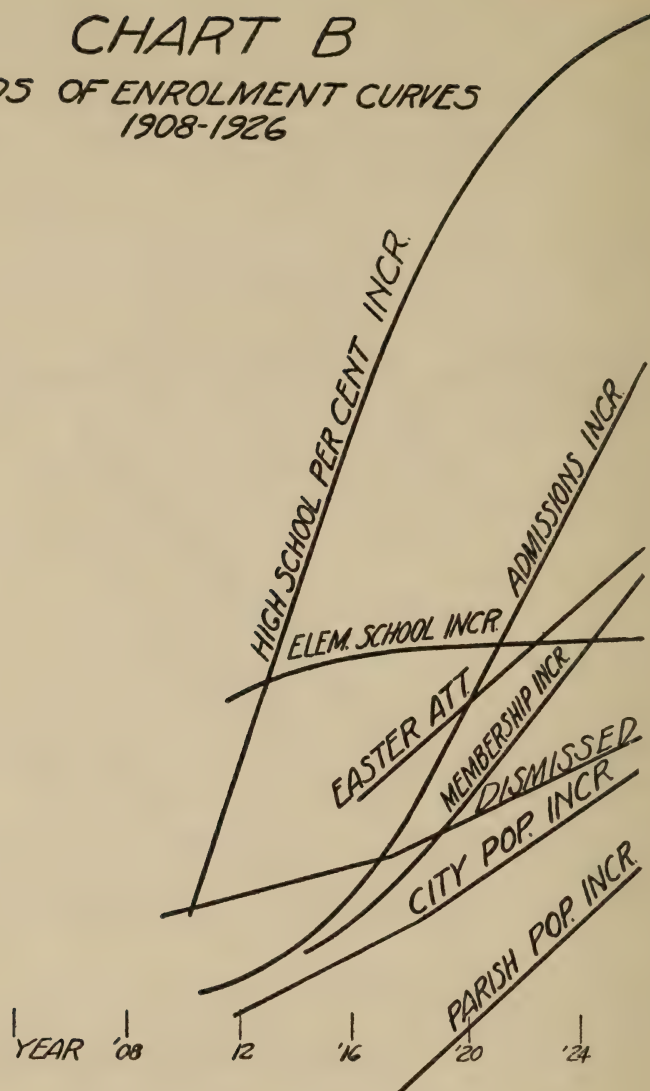


Chart (B) is attached which shows in a rough way the trend of the actual curves representing the percentage increases in these four factors. Notice that the curve of increase for the elementary school population has shown no marked increase since 1918 and from that date to this, the elementary enrollment has been stationary. The shape of the other curves shows a fairly constant increase. This unique fact in regard to elementary public school attendance will be discussed later.

# CHART B

## TRENDS OF ENROLMENT CURVES 1908-1926



We see then a considerable increase in the population of our Parish community and City and necessarily an increase in the density of population. We see our Parish increasing faster in population than the contiguous community. Locally this increase has been attended by a very marked change in the population. More families have come in and the families are markedly smaller and are growing smaller each year. From a maximum of four (4), they have almost reached the minimum of slightly less than two (2). There is no reason to suppose that the trend will change.

Furthermore, we are faced with more of a transient population, transient so far as home is concerned and certainly not in the main strongly attached in their civic, political or religious loyalty or interest. With this transiency, this ability to move about at will has come a new freedom and perhaps transiency of mind as well as of body. We have then an increased number of persons whom we, as a Church, should reach, but who seem somewhat indifferent to the Church.

With these general facts in mind, the Committee has studied the various activities of the Church to see if they reflect any of the conditions which have been enumerated. It is felt that, if these conditions do exist external to the Church and if the Church is in fact advancing, we are in some fashion solving these problems as they arise.

## **Growth and Development in the Church**

To get a really complete picture, it is necessary to take up in detail the separate organizations of the Church.

Notice should be directed first to the growth in the number of these activities and the development and broadening of their functions. They now cover not only a few hours on Sunday but extend over the whole week and the whole year. Particularly, it should be borne in mind, that as has been mentioned before in this report, the opportunity presented to the Church for wide social service is many times greater than it was even a decade ago. And in setting up standards for judgment, care should be taken that these standards be changed and broadened so as to include the changed and broadened activities.

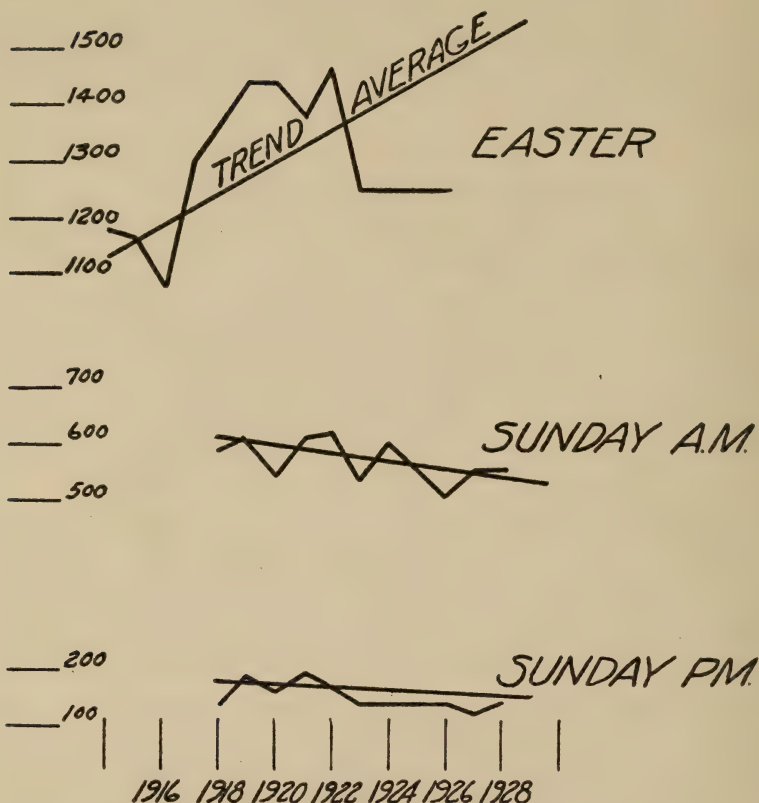
First among the internal factors, let us consider the growth in membership of the Church in the last ten year period. During the period from 1918 to 1928, our Church showed a percentage growth of approximately 100 per cent, in the same time. If the whole of East Orange is considered, the figures show that while the City is growing at the rate of 45 percent, we are taking in new members at the rate of 125 per cent. And at the time of the every-member canvass in 1928, about 85 percent of our membership were residents of East Orange.

It may be merely interesting to note that in the ten years from 1918 to 1928, there were from all causes 422 dismissions from the Church with a ratio of admissions to membership of 63 percent. While for the ten years previous, the dismissions were 278, the ratio of admissions to membership was for that period 24 percent.. If we wished, therefore, to speak of the efficiency of our institution in recruiting members, we could show in the last ten year period an increase of 39 percent. This was done in spite of the greatly increasing transiency of the Parish population. That this has been done within the limits of our own Parish and community and not at the expense of other Churches and in other localities, will be shown a little later in the report. While the increase in admissions may not be the sole criterion by which to judge a Church, it certainly is an important one.

In this connection, a word should be said about Church attendance. Such figures as are available are approximate only and are frankly used as an approximation to compare growth in attendance with growth within the Church in other directions. The percentage and figures given under church attendance refer to Sunday morning services and have been averaged for each during the last ten and roughly checked from at least one independent source. The percentage attendance for that period of 42 would seem to be highly satisfactory in comparison with other Churches similarly located. On Chart C will be found graphs of the church attendance, morning, evening and Easter for the past ten years.

# CHART C

## SUNDAY ATTENDANCE CURVES 1916-1928



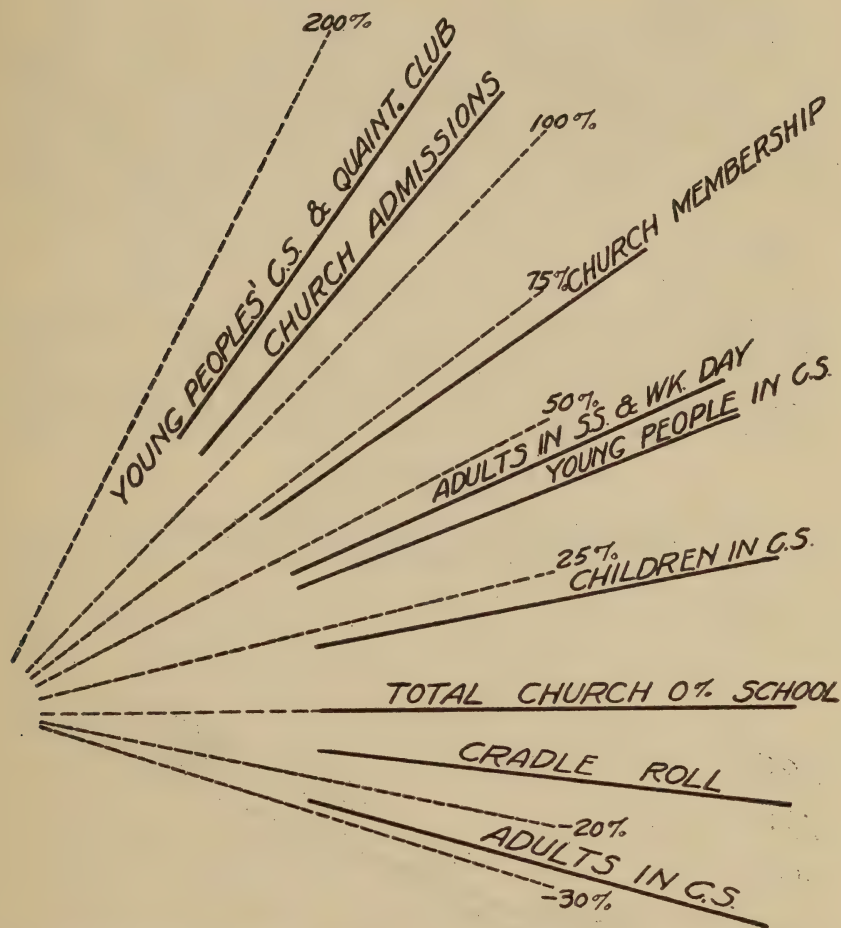
These curves have been plotted not because the attendance figure is of any great consequence or because percentage of attendance is of great consequence, but because it is quite necessary today to point out that Sunday morning or evening attendance is no proper standard by which to judge the Modern Church. It should be noted that the growth or rate of growth in the evening attendance is nothing; the evening attendance seems to be stationary. The Sunday morning attendance is practically the same now (that is in percentage of members attending) as it was ten years ago. The Easter attendance is increasing at a rate of about 36 percent in the last ten year interval.

On Chart D will be found lines indicating the growth in various church activities. In connection with the Church attendance figures, it could well be read after this fashion. In order today to keep up the Sunday morning attendance to no loss and no gain, the admissions must show a gain of 120 per cent, the Parish population must be gaining at the rate of 100 percent, membership must be increasing at the rate of 65 percent. In a word, there seems to be a very distinct lag of the attendance curve behind other curves showing growth in the activities of the Church. Mention was made of the changing character of

the population of our Parish and, therefore, necessarily of our church membership. It should be stressed again that regular attendance of the formal exercises of the Church is not today a fair measure of the work done.

## CHART D

### GRAPHICAL REPRESENTATION OF GROWTH INSIDE THE CHURCH



This chart D should be read again. It shows that if our admissions to our Church showed no increase year by year, that is, if we admitted into the Church the same number of persons each year, the attendance would drop in a ten year period to less than one-half the number at the beginning of the period. A comparison of these curves on Chart D with the church attendance curve on Chart C will show the tremendously high cost of keeping the attendance curve level. This is undoubtedly a question of the most fundamental importance and failure to properly interpret a falling attendance curve has caused much despair and confusion.

Before leaving the question of the Church's response to the changes in her environment, it would be well to show that her growth has not been at the expense of other Churches but that the Church has recruited its new members largely from within, and lost them when they moved outside our Parish lines. In the every-member canvass of 1928, we had 880 families divided as follows: Within Parish limits 50%; within City limits 85%, and distributed as follows:

|              |     |             |    |
|--------------|-----|-------------|----|
| East Orange  | 746 | Newark      | 14 |
| Orange       | 35  | Bloomfield  | 3  |
| South Orange | 32  | Glen Ridge  | 3  |
| Maplewood    | 16  | Montclair   | 13 |
| West Orange  | 14  | Essex Fells | 1  |
| Short Hills  | 2   | Caldwell    | 1  |

In the Church School, it is estimated that 70 percent are within the Parish limit. This latter figure is an estimate purely. Undoubtedly, our Parish has properly expanded in the last ten year period, although for the purposes of this discussion, it has not been assumed to do so, the object being in this case to show how our admissions from this restricted area compared with our total admissions. The following figures will show the case as regards admissions:

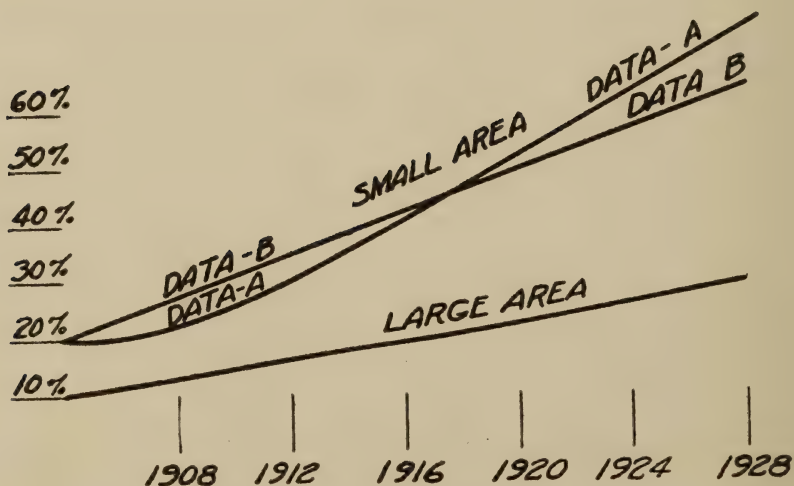
| Admissions     | Av. of 1917-18-19 | Av. of 1927-28-29 |
|----------------|-------------------|-------------------|
| Within         | 51                | 43                |
| Without        | 37                | 38                |
| Percent within | 58                | 53                |

Which shows that the percentage of admissions from within the Parish has not dropped markedly in the ten year period.

An attempt was made by the Committee to estimate the rate with which our old members were leaving the Parish and to ascertain, if possible, whether or not the rate was increasing. The two curves on Chart E give some idea of the

## CHART E

### INCREASE IN RATE MOVEMENT OF MEMBERS



movement of our membership out of the Parish lines as laid down. A line showing the rate of increase in this factor in the ten year period 1918 to 1928 will also be found on Chart D.

It seems evident that we are safe in concluding that our admissions from outside our Parish area have not and are not increasing unduly and further that the rate of shift of population shows clearly how much and how fast we are losing members. Attention should be directed here to what has been said concerning the transiency of the Parish population.

Having considered the external factors affecting the Church and having roughly outlined the internal growth and development of the various activities of the Church set up to meet these changes, the Committee wishes to consider the extent and character of the various church programs in the light of both internal and external changes. The programs to be considered are five in number :

- Worship
- Service
- Education
- Administration
- Finance

While these divisions are in most cases arbitrary and overlap and interlock, the programs have some traditional background and are more or less familiar, having been used to illustrate the work of the Church in the past at Congregational meetings.

### Program of Worship

The program of Worship includes the formal religious services of the Church. Sunday morning and Evening Worship, Mid-week Service, Preparatory Service and Communion. The activities under the Program of Worship are fairly definitely fixed, and have been and by their nature will be, subject to only slight changes. It was felt by the Committee, however, that valuable suggestions might be forthcoming either from the members of the Committee or persons outside of the Committee who were intimately connected with the Church work. Questionnaires covering some of the work of the Church were prepared and distributed to members of the Committee and a few others. They were returned unsigned as requested, 15 replies being received. It was hoped in this way to prevent lengthy discussions of questions of purely personal opinion and taste.

A tabulation of the answers to questions relating to the Program of Worship, questions I to XI inclusive, follows :

| Are you a frequent or regular<br>attendant at: |     |    |       | Estimate of<br>Attendance |        | Proportion<br>Young People |
|--|-----|----|-------|---------------------------|--------|----------------------------|
|  | Yes | No | Aver. | Good                      | Poor   |                            |
| A. Sunday A. M.                                | 15  |    |       | 12                        |        | Small                      |
| B. Sunday P. M.                                | 9   | 5  | 1     | 2                         | Fair 8 | Small                      |
| C. Mid-week                                    | 7   | 5  | 2     | 2                         | 6      | Small                      |
| D. Prep. Service                               | 12  | 2  | 1     | 7                         | 2      | Small                      |
| E. Communion Service                           | 14  | 1  |       | 9                         | 1 Fair | Small                      |

I. At these services, do you consider:

- a. Room in use suitable?
  - 14—yes.
  - 1—suggests Chapel for Sunday Evening Service.
- b. Temperature and Light comfortable?
  - 11—yes. 1—too warm. 1—lights poor.
  - 1—registers in aisle too near the pews.
- c. General atmosphere appropriate?
  - 13—yes. 1—would hide Choir when seated.
- d. Ushers efficient and considerate?
  - 13—yes. 1—considerate if not always efficient.
- e. Length of service satisfactory?
  - 13—yes. 1—mid-week too long.
- f. Music—
  - 1. Instrumental satisfactory?
    - 7—yes.
    - 2—fair.
    - 2—do not care for quartette.
    - 2—cost too great proportionately.
    - 3—selections poor, hackneyed.
  - 2. Vocal quality satisfactory?
    - 7—yes.
    - 2—fair.
    - 2—prefer Chorus Choir.
    - 1—music needs better leader.
    - 1—Communion Service perfect.
  - 3. Vocal selections satisfactory?
    - 5—yes.
    - 3—fair.

II. Do you consider the Bulletin satisfactory?

- 15—yes.
- 1—Minister should not have to refer to any notice on Bulletin.

III. Do you consider the Church paper satisfactory?

- 15—yes. Advertisements too much mixed with reading matter.

IV. If you do not yourself attend these services, what is your reason?

- 3—state mid-week meeting, no appeal.
- 3—do not attend for family or personal reasons.
- 2—Sunday A. M. and Church School enough.

V. Do you think any should be eliminated? If so, which? Why?

- 9—no.
- 1—yes, B and C.
- 1—possibly C.

Effort too great for results as at present type of mid-week.

Do you think any should be changed? How?

- 3—no.

VI. In the order of services as a whole, what changes, if any, do you suggest in each service?

- 3—none.

Mid-week more educational. More purposeful organization. Phrases in sermons little meaning today. Three short prayers instead of one long one A. M. Too much time given to notices.

VII. Have you any suggestions or criticisms of any particular phase of our work, other than those named above?

3—better allotment of duties of staff make for economy and efficiency. Calling by members of organizations; too little sympathy and understanding of the younger people by those older; too little done to interest older young people; mid-week music poor.

VIII. Is there in your opinion one (or more) thing conspicuously lacking or mistaken in the work of this church? If so, what? How would you remedy it?

6—no.

Activities for young adults and men of church; we fail to reach all people; they do not feel at home. Minister has too much responsibility of some phases of the work. Cordial feeling lacking toward new people. More of budget should go outside the Church.

IX. Morning Service—

a. Would you stress more often or more strenuously the subject of missions or of local social service work from the pulpit?

12—no. 1—yes.

b. Would you stress any subject at present not emphasized?

7—no.

2—link Christian ideals to daily practice. Pulpit should be educational force. Missions.

c. Do you favor giving the children a part in this service? If so, what?

4—no.

1—doubtful.

Junior choir sing more often.

2—sermon for children once a month.

d. Do you think the Congregational part in the service too great?

1—yes.

Too small?

9—no to both.

Congregational singing in evening. No hymn before sermon.

X. Evening Service—

a. Would you suggest making this service more popular in form? How?

3—no.

Try different types of meeting. Quaintance Club, good type. More music. Congregation more part.

b. How can we make this service definitely helpful to the spiritual life of this immediate neighborhood?

Church chorus; Quaintance Club style of meeting; make try for people outside who go nowhere.

XI. Mid-week Service—

a. Would you suggest having special programs? If so, what?

2—no.

Educational, special topics of interest to different groups.

b. Would you prefer more time for discussions?

4—no.

3—yes.

c. Would you prefer a strictly devotional service?

6—no.

1—yes.

- d. Would you favor giving the conduct of these services for two or three weeks a month into the hands of different organizations of the Church?

2—no.

Once a month. Only with definite constructive idea; try it. Session should handle it.

Comments on questions, unless otherwise noted, were made by one person only.

While the answers to these questions need perhaps no special comment, it is interesting to note with respect to Question I the unanimous opinion concerning the attendance of young people; that opinion concerning the attendance at Sunday evening and mid-week services, and as would be expected a wide divergence of opinion as regards the music.

The replies to these questions and the comments thereupon are given without remark by the Committee. Reflecting as they do the personal opinions of men and women intimately connected and sympathetically interested in the work of the Church, they should provide material for consideration.

### Program of Service

The Program of Service includes those activities which are personal or rendered to groups, and which, while not formal or religious in character, are very necessary points of contact between a Church and the Community. An important part of this service is and in the nature of things must be done by the Minister personally. In a congregation of the size of ours, funerals, marriages, and calls on the sick, take up much time. Connections with the Administrative bodies of the Denomination must be kept up and the calls for our Pastor to represent the Church are legion and must be participated in by the Minister and cannot, in the main, be delegated to an Assistant however able. This work has increased markedly in the last decade and takes a tremendous toll of time and energy from the Minister. The results are more intangible than perhaps any other type of work and attendance cannot be counted or even guessed at. Numerical values of results cannot be approximated. These results are fundamental in the life of our Church and the Committee feels that our position in the community *demands* these contacts and this religious leadership.

Question XII bears on this program of service in a general way. It was framed in the hope that some concrete suggestions might be offered which would be helpful. This question was as follows:

- XII. How do you think we can best share the burden of this Church with the Minister, leaving him more time for the necessary study and rest? Do you favor an increased staff or more general co-operation by the members?

It is interesting to note that *one* favored an increased staff and *seven* a more general co-operation by the members of the Church. The suggestions follow:

Duties of the staff should not overlap.

Session and Deacons should do more calling and meeting of strangers.

Relieve the Minister of all financial work of the Church.

Many of the secular duties should be handled by others.

Calling by members of organizations (presumably Men's Club and Women's Association).

More receptive and open minds.

The question of general calling on members of the Church at large arises in the suggestions and has come before the Committee in other ways. The following statements bearing on calling in general seem to be justified:

1. It is desirable to call on every member of the Church once a year, new members at once.

2. Time and other duties do not permit of the Minister doing this general calling.
3. Members like to be called on by the Minister and no one else.
4. An Assistant Minister cannot successfully do this work unless he be an exceptional man.
5. It would be possible to arrange and allocate calls sponsored by various organizations as suggested in answer to XIV.

Calling on the parents of Sunday School scholars is handled in the Sunday School.

The Church under the general head of Service acts as host for other groups in courses of lectures, Societies such as the Southern Society and furnishes its alleys to at least one Bowling Club.

An item which is not properly appreciated is that of telephone calls for information, etc., which consumes a great deal of time. Some time spent in the Church office on a week-day reminds one of the Chamber of Commerce. The Munn Avenue Church has become the clearing house for much information, and while not exactly an employment agency, is a real help to those needy in the community who wish to get in touch with proper employment.

### **Program of Education**

The Program of Education in our Church is so comprehensive and extends through so many channels that it is impossible to give an adequate notion of its varying objectives and functions in a report of this kind. The enrollment and its change as it relates to the Church School have been given in another part of this report and it has been shown:

1. That there has been no gain in attendance in the traditional Sunday School during the past ten year period.
2. That the extension of the activities of the Church School has properly increased so that what might be termed the Educational Program of the Church has shown a tremendous increase in the last ten years.
3. That the attendance on these activities has been uniformly high and it might be added that the objectives of these groups and the correlation of their activities leave little to be desired. In the past two years, the Program has been extended to week-day study classes, Parents' Study Groups and a Vacation or Week-Day Bible School.

It is, of course, fundamental that the children of our Parish be well taken care of. If they be somewhat fewer in number than formerly, the responsibility of the Church to them is in no measure lessened. The Church School does moreover reach out into homes without the Church membership and in many cases furnishes a contact which results in the participation of the whole family group. A study along this line made by the Committee will prove interesting.

In the 880 families in the Church, only 39 have two or more children of elementary school age. In the families represented in the Church School, but not members of the Church, there are 54 families with two or more children under high school age. Some statistics comparing the religious activities of these two groups will be given. Suppose, for purposes of comparison, we say two (2) services a week is a perfect score.

For the 39 families in the Church:

38 Fathers would have an ideal score of 76 but actually 36 or 47%

39 Mothers would have an ideal score of 78 but actually 70 or 90%

77 Children would have an ideal score of 154 but actually 124 or 80%

For the 54 families outside the Church:

54 Fathers would have an ideal score of 108 but actually 12 or 11%

54 Mothers would have an ideal score of 108 but actually 42 or 39%

115 Children would have an ideal score of 230 but actually 163 or 71%

Counting the attendance of the two groups of children on Church School alone, the average in each case is 97%.

The tabulation of the above is as follows:

| Church Families |     |            |            |                           |       |                       |
|-----------------|-----|------------|------------|---------------------------|-------|-----------------------|
|                 | No. | Sun. Morn. | Sun. Even. | Assn. Men's<br>or Women's | S. S. | Week Day<br>Education |
| Fathers         | 38  | 15         | 7          | 14                        | —     | —                     |
| Mothers         | 39  | 26         | 7          | 12                        | 4     | 21                    |
| Children        | 77  | 8          | —          | —                         | 75    | 41                    |

| Families Outside Church |     |            |            |                           |       |                       |
|-------------------------|-----|------------|------------|---------------------------|-------|-----------------------|
|                         | No. | Sun. Morn. | Sun. Even. | Assn. Men's<br>or Women's | S. S. | Week Day<br>Education |
| Fathers                 | 54  | 10         | —          | —                         | —     | 2                     |
| Mothers                 | 54  | 16         | —          | 2                         | 2     | 22                    |
| Children                | 115 | —          | —          | —                         | 111   | 52                    |

A close study of this tabulation will show very clearly the effect on the family of a child in the Church School. It will show, too, how worthwhile it is for our Church School to expand even outside our own membership.

Questions XIII and XIV relating to the work of the Church School were answered as follows. Six replies denied contact with the work so that nine actual answers were received.

#### XIII. Church School—

- a. Is the whole program well conceived?  
8—yes.  
1—under conditions.
- b. Is the whole program well carried out?  
6—yes.  
1—fair to very good.
- c. Is the Lesson Material satisfactory, as to range, adaptability, etc.?  
5—yes.  
2—fairly.  
1—no, but getting better.
- d. Is the attempt made to have this education function in the lives of the children?  
8—yes.
- e. Are there enough teachers and officers?  
4—no.  
If not, is there teaching material in the congregation unused?  
2—doubtful.  
1—yes, but impossible to get.
- f. How would you suggest recruiting teachers?  
1—pay.
- g. Are the teachers and officers well trained?  
2—yes.  
1—60 percent.  
1—increasingly so.

- h. In order to supply a greater number of efficient teachers, do you favor having a part of the staff paid, trained teachers or do you prefer a more extended and concerted effort to train our resident material?
  - 5—for second idea.
  - 1—for both.
  - 1—favors paying trained supervisor or workers, before paying teachers. If any are paid, all should be.
- i. Is our school reaching all the children it should?
  - 2—yes.
  - 2—no.
- j. How would you suggest reaching others?
  - 1—have members bring their friends.
  - 1—advertise.
  - 1—system of invitations.

XIV. Have you visited other churches and noted any points which could well be adopted by us? What?

- 4—no.
- 1—Church night programs by different groups.
- 2—Chorus choir method of reaching outsiders.

It should be noted that no difference of opinion is expressed on the program or how it functions, but there seems to be some question concerning the actual problems that immediately face the School, that of recruiting and training teachers.

Passing to a consideration of the increase in the enrollment of the Church School over the last ten year period, considering the traditional Sunday School, which meets on Sunday morning and eliminating all week-day classes, we find no gain in the School taken as a whole. There was a membership of 688 in 1918 and a membership of 690 in 1928. The increase in the Church School enrollment is stationary and is coincident with the line showing increase in the public elementary school enrollment.

Making a division according to age in the Church School, we find a dropping off in the Cradle Roll, a slight increase in number of children and young people, and a drop in the Adult enrollment. Further analysis brings out the fact that as the Church School dropped off in enrollment, new classes were started on Sunday evenings and during the week.

These classes in no sense drew from the Church School as held on Sunday and were formed in their various groups only after the Church School enrollment had dropped. There was, therefore, no substitution of week-day work for Sunday School, but enrollment in these Sunday evening and week-day activities was a clear gain not possible to retain on Sunday. So in 1928, we have a Church School meeting on Sunday equal to our total Church School in 1918 and in addition week-day Adult classes, totalling in enrollment 175 and a Class or Club meeting on Sunday evening with a membership or enrollment of 150; and in addition a Vacation Church School. With these additions, the Church School picture is much more pleasing. The Adults touched by our educational activities show an increase of 40% in the ten year period, the young people show an increase of 17%. And if we include in the educational phase, the Adult week-day activities, the Parents' groups, the Quaintance Club, and the Vacation Bible School, and the Adult Education groups, then the Church School is far ahead of its mark ten years ago.

While these groups do not confine themselves exclusively to the material previously covered by the Church School, they are more closely correlated with its work than are the activities such as the Brownies, Rangers, Scouts, etc. It

would seem that the entire educational program has proved flexible enough to take proper advantage of the change in the Parish and Community.

*The conditions externally would warrant a further close and specific study of the opportunities and needs of educational work of the type of these correlated educational activities. Preceding such an intensive study, a thorough canvass of the Parish and the Community might seem advisable.*

*The Survey Committee has not embarked upon such an undertaking feeling that its functions were rather of a broader nature; but in the determination of such a specific problem as the policy and development of an educational program, as it develops under changing conditions, a canvass would prove extremely valuable to a Committee chosen for their knowledge and experience in strictly educational matters.*

Aside from the Church School program strictly considered, the Church sponsors and administers the activities of a group of organizations whose work is closely correlated with the Church School and, while in some cases the work is not strictly religious in the formal sense of the term, they have for their object character building and general social and community welfare.

A list of these organizations and a short statement of their several objectives will show the type of work they are doing. Particularly does the Committee wish to point out the breadth of the program of the Church in comparison with the program of a decade ago.

BROWNIES have a membership of 60 with an average attendance in the neighborhood of 35. "The objective of the Brownie group is to train girls of from 6 to 10 years of age in the fundamental principles of Scouting by means of stories, games and dramatization. We do not bring actual Scout training into Brownie meetings and so spoil Scouting for the children. We have a Brownie promise, Brownie laws, songs and mottoes."

RANGERS have a membership of 35 with an average attendance of 30. They meet weekly. "They are boys of below Scout age. The objective is the development of personality and character through supervised recreation and games, with hikes in the Fall and Spring."

BOY SCOUTS have a membership of 75 with an average attendance of 60. They carry on the regular Scout program with the teaching of Bandaging, Knot-tying, Signalling, etc., with a recreational program including games, hikes, etc., including a basketball team. The Senior Scouts help in training the younger ones and there are occasional talks along vocational lines. The enrollment was less than 35 ten years ago.

GIRL SCOUTS have a membership of 45. "This constitutes a full troop, so we are taking in only such new scouts as are members of the Munn Avenue Church School. The attendance is about 90% of girls between 10 and 14, of the 45 members. 32 attend Munn Avenue Church School; 4 are Church members; 5 attend the Roman Catholic Church; 2 the Christian Science Church; 2 the Episcopal Church; 1 the Lutheran Church; 3 are uncertain as to attendance at Church. We major in community service. The troop this year is rather young so we cannot provide many girls to care for children during the Mothers' meetings. We are interesting ourselves in the troops in Caspian, Michigan. At least once a month, we plan some sort of activity with the idea of service."

MISSION BAND has a membership of 85 with an attendance of about 40. The Society was organized about fifty years ago. "It is now composed of members of all ages, mere children to older women. At the time of the annual fair, the Mission Band cooperates with the Women's Association when they realize quite a sum of money which they give to various schools, missions, etc."

JUNIOR CHOIR has a membership of about 32. They sing in the Church School and occasionally in the Church and at the Mission Band meetings. They have sung in various hospitals and once at the Old Ladies' Home.

MOTHER'S GROUP meets once each month to discuss and hear talks and lectures on problems relating to the training and development of children. This type of work is supplemented by a series of lectures given to a larger Child Study Group in the community, touching problems of the same kind. In connection with the Mothers' Group, the children whose parents attend the local group meetings are organized into classes meeting twice each month and they are given a definitely motivated course suited to younger children. The attendance at the Mothers' Meetings averages about 60 and about 25 children attend these week-day classes.

Work with YOUNGER CHILDREN deserves particular attention both in the Church School proper and in the Special Week-day classes. This work is done by well trained workers under adequate supervision and is in line with enlightened educational practice.

TEACHER TRAINING GROUPS have been organized and their meetings supplemented by courses of lectures for teachers in the Church School. The whole teaching staff is gathered together for conference four times each year at dinner.

VACATION BIBLE SCHOOL extends from July 1st to August 1st and is in session daily from 9 until 12 except Saturday and Sunday. The enrollment was in the current year over 100 and the average attendance in the neighborhood of 90. Many students come from the community outside the Church. A graded program was carried out and there was a considerable increase in enrollment over the previous year.

WOMEN'S ASSOCIATION has a membership of 385 with an average attendance of 95. It has the dual function of raising money for missions and furnishing the means for social contact among the women of the Church. The association functions through a group of Committees whose responsibilities cover the wide range of activities touching the work of women in the Church. In general, our Association takes the place of two or more organizations in some other Churches. Practically all the work of younger and older women is done by this Association.

MEN'S CLUB has a membership of 304 with an average attendance of 65. In 1923 the membership of the Club was 351 with an average attendance of 106. The Club meets once a month to hear talks on matters of current interest and for social contact. A banquet is held each year.

The following tabulation will roughly show the growth in the last ten (10) years of the Church School and the above listed activities:

|                                  | 1918 | 1928 | % Increase |
|----------------------------------|------|------|------------|
| Church } Cradle Roll             | 94   | 82   | -13        |
| School } Children                | 326  | 386  | +20        |
| } Young People                   | 110  | 150  | +36        |
| } Adults                         | 158  | 82   | -48        |
| Young People and Quaintance Club | 110  | 260  | +173       |
| Adults and Week-day Classes      | 158  | 260  | +65        |
| Brownies                         | 42   | 60   | +43        |
| Boy Scouts                       | 35   | 75   | +110       |
| Girl Scouts                      | 12   | 45   | +270       |
| Men's Club                       | 351  | 304  | -13        |

Some attempt was made by the Committee to gather data on the attendance of the various activities. Figures roughly approximate were obtained for the attendance during the current year. Many of these figures were frankly estimates based on very incomplete attendance records and it was quite impossible to find conclusive records of attendance for past years. In case the Church should desire in the future to compare attendance then with now, such records should be of great value. To keep a simple record of average attendance for the year would entail almost no clerical work and such a record from each of the organizations sponsored by the Church might presumably prove of great value. A listing of attendance so far as the Committee has been able to secure them follows:

|                      | 1928<br>Enrollment | 1928<br>Av. Attendance | %<br>Attendance |
|----------------------|--------------------|------------------------|-----------------|
| Sunday School        | 690                | 411                    | 60%             |
| Church               | 1384               | 583                    | 42%             |
| Quaintance Club      | 125                | 80                     | 64%             |
| Brownies             | 60                 | 35                     | 58%             |
| Boy Scouts           | 75                 | 60                     | 80%             |
| Girl Scouts          | 45                 | —                      | 85%             |
| Rangers              | 35                 | 30                     | 86%             |
| Junior Choir         | 32                 | 20                     | 62%             |
| Mission Band         | 85                 | 40                     | 47%             |
| Women's Associations | 385                | 95                     | 25%             |
| Men's Club           | 304                | 65                     | 21%             |

Considering these attendance figures, certain facts stand out. For activities where the individual does not contribute something of himself and actually take an active part in the work in hand, the attendance is low. This is especially true if the group is for a social purpose where no real call for social contact exists. Note Boy and Girl Scouts, Rangers, etc., have very high attendance. Men's and Women's Associations have very low attendance.

A close survey of the activities leads to the conclusion that, aside from the personal popularity of the leader, the success of these groups depended upon (1) a clear and definite idea of the real objective of the group and (2) upon the authority and responsibility of the program of the group being placed in the hands of a trained and experienced worker actually reporting to some department of the Church. There seems to be a danger in some of the adult groups of the program consisting of money contributions and these groups furnishing to members little except a chance to contribute money. This might be more effectively and efficiently done by more direct means.

The proper development of objectives and the supervision of these various activities is of the greatest importance if the whole of the Educational Activities of the Church are to function as a closely knit harmonious unit.

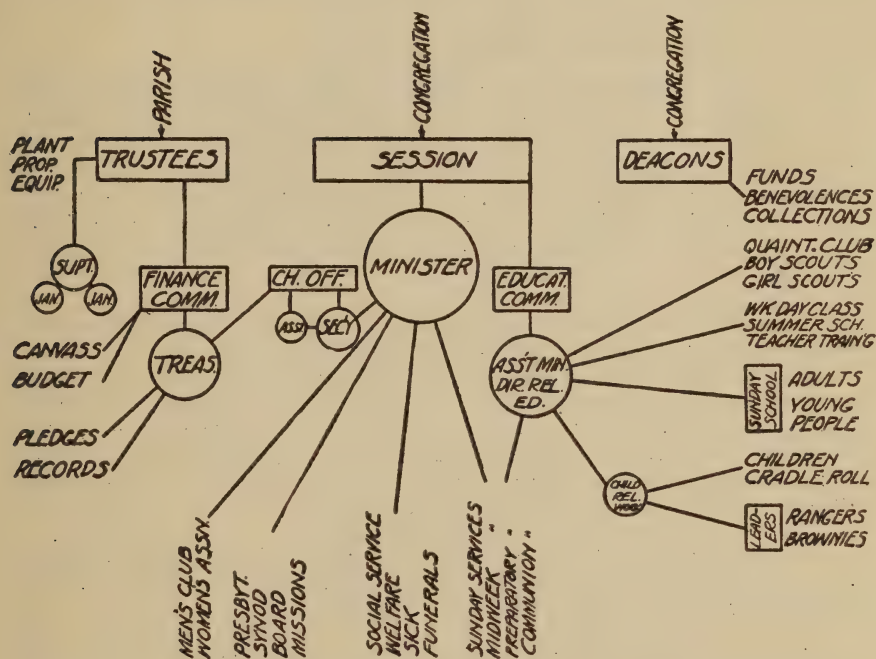
In connection with the work of the Church School, two problems are of pressing importance and should be stressed here:

1. The recruiting and training of teachers.
2. The recruiting of larger adult study groups.

## Program of Administration

The Program of Administration hardly needs definition. It might be wise to point out, however, that in Church work with much volunteer work, questions of personal popularity and adaptability govern the administrative plan in a greater degree than in some other lines of work. For that reason, a chart of a church organization should be more elastic than is common, and in place of the personnel conforming to the formal somewhat rigid outline, it is wise to build to a certain extent around the personalities available. This has been done in our own Church to a reasonable extent and in presenting this Chart of Administration, the Committee simply states that it represents the chart of Administration as it appears, irrespective of the nominal position of any individuals or groups.

## ORGANIZATION CHART



A close scrutiny of the details of Administration as they relate to the Church office shows it as the clerical center of the organization. This office is not only the center of strictly church activities but it is the center also of the clerical and administrative work that has to do with the development of the whole educational program. The office functions, too, in the matter of calls and inquiries under the head of the Program of Service. A study of the chart would suggest that in an ideal layout, the office should furnish a center for all clerical activities with augmented clerical staff and stenographic help.

## **Program of Finance**

The Financial Program, although not touched upon in the questionnaire except in the matter of the canvass, has received some consideration at the hands of the Committee. Realizing that this program is by nature more inflexible than the others, these comments have had to do primarily with the reaction of the financial program on the congregation at large.

The following suggestions were offered in the questionnaire to the question: Do you favor our present method of conducting the annual canvass? Would you suggest any changes? If so, what?

Have four (4) or five (5) meetings throughout the year of officers, ushers and canvassers to discuss work. Before canvass, make greater effort to present facts to all the congregation not in nature of emotional appeal. Put the emphasis on the small contributor or those giving nothing. Congregation as whole needs more education as to what they should give. Canvassers and officers should realize its importance.

Canvassers should be better informed.

Pledge should accompany first letter. There should be additional envelopes for those attending two (2) Sunday services. Contributions of all organizations should be included in the one budget and covered by one appeal. Present method should be used until campaign of education has overcome ignorance and lack of interest in church affairs. Educate in necessity of prompt payment of funds. When this is done, campaign can cover only new members. If subscriptions were not secret, it might have a wholesome effect on some of the actual shirkers.

A suggestion from the Committee touched the advisability of closer correlation of the financial and general records of the Church so that both should be made available through the Church office. A further suggestion was offered touching the form of the Budget and the Financial reports with the object of making them more understandable from the standpoint of the members of the congregation as a whole, either by the inclusion of further detail or by changes in the allocation of funds to bring out the actual expenditure under the various Church programs.

Another suggestion has to do with the congregational and Parish meetings and their relation to the formation and presentation of the budget for the consideration of the congregation and to the canvass.

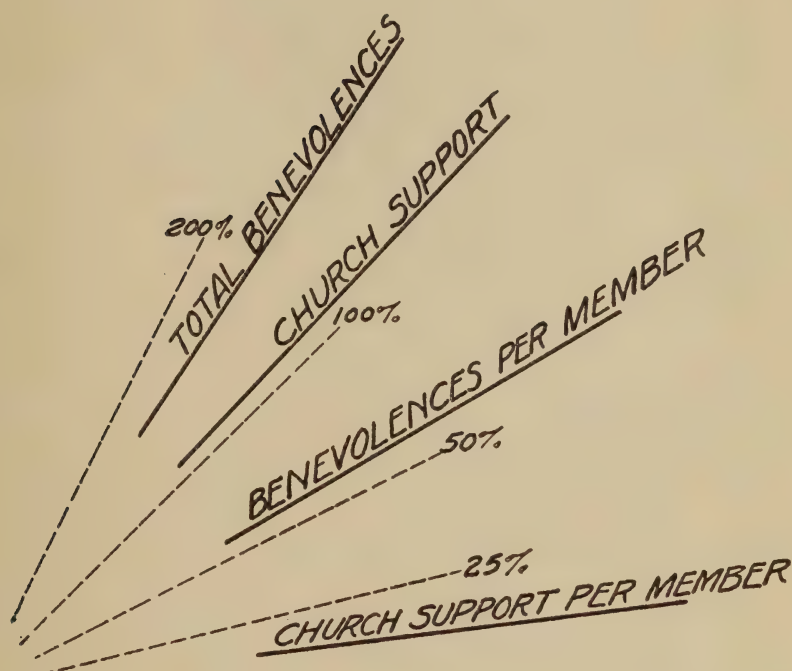
All these suggestions were along the line of the suggestion made in the questionnaire "Congregation as a whole needs more education as to what they should give" and "Canvassers should be better informed."

Of especial interest in the financial program is the cost of maintaining the institution and the amount collected for benevolences.

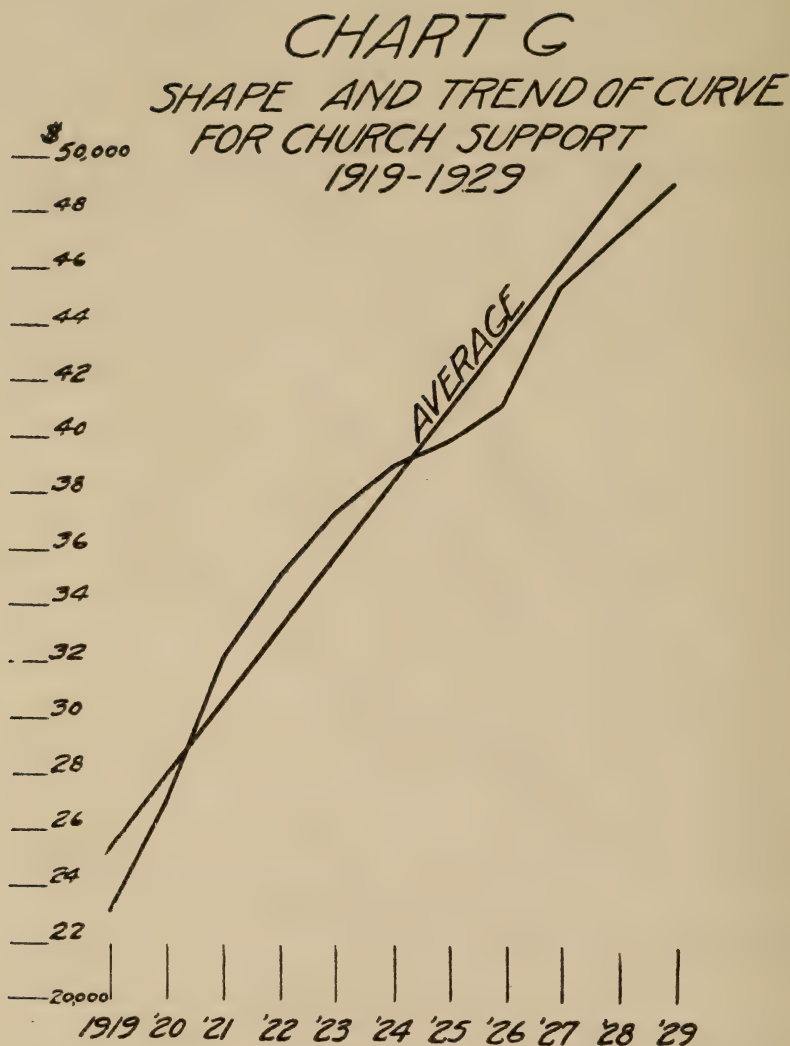
In the last ten year period, the amount of money collected for Church support has increased a little over 100 percent, but the increase per member has increased only about ten percent in the same period. Taking into account the change in the value of the dollar, it is doubtful if there is any actual increase in the cost of operation per member.

# CHART F

## SHOWING INCREASES IN BUDGET 1918-1928



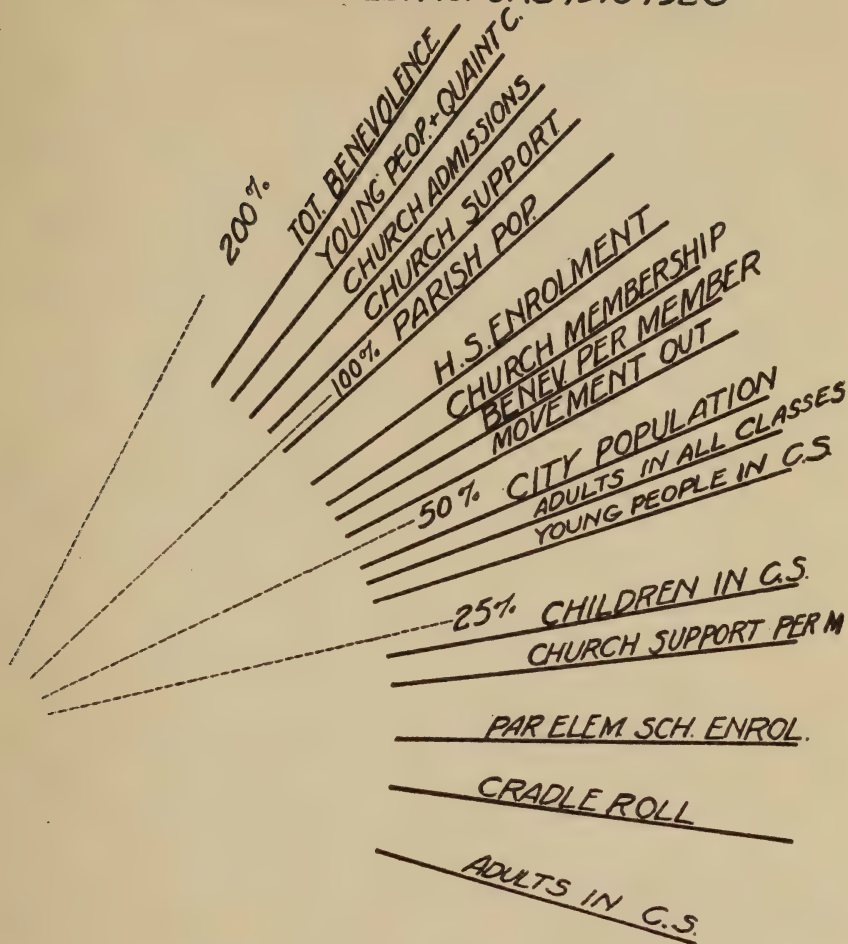
In the matter of benevolences, the total increase in the ten year period has been 160 percent, this item showing the greatest increase of any factor plotted. The increase in benevolences per member over the same period is 52 percent. These rates of increase are shown graphically on Chart F. The general character of the curve for church support which follows closely the lines of the curve of benevolences is shown on Chart G. It is interesting to note that this curve shows no marked diminution in the rate of giving over the last few years.



Comparing the figures in our Church for benevolences with the average per capita in the Protestant Churches of the United States and Canada, we find this Church giving almost five times as much as the average of Presbyterian Churches in the U. S. A. In commenting on these general statistics, the Literary Digest for April 20, 1929 says, "It would indicate, we read, that the gain in local church expenses has been at the expense of the Missionary Programs of the denominations." The absolute reverse is true of the Munn Avenue Church.

# CHART H

## INCREASE OF ALL FACTORS 1918-1928



### Plant and Equipment

The Committee further considered the efficiency of the plant and equipment, using as a standard the "Inter-church rating sheet." Herewith is submitted an explanation of the use of the score card and a summarized score card for our own plant. This summarized score is the middle one of three independent judgments. The other two judges scoring 865 and 743 respectively against the total of 785 on the score card presented.

## Summarized Score-Card for Church Plant

| ITEM  |                                  | Standard<br>Score<br>(a) | Allotted<br>Score<br>(b) | Ratio of<br>(b) to (a)<br>% |
|-------|----------------------------------|--------------------------|--------------------------|-----------------------------|
| Total |                                  | 1,000                    | 785                      | 78.5%                       |
| I.    | Site                             | 130                      |                          |                             |
|       | a. Location                      | 55                       | 50                       |                             |
|       | b. Nature and condition          | 30                       | 30                       |                             |
|       | c. Size and form                 | 45                       | 35                       | 89%                         |
|       |                                  |                          | <hr/> 115                |                             |
| II.   | Building or Buildings            | 150                      |                          |                             |
|       | a. Placement                     | 20                       | 18                       |                             |
|       | b. Gross structure               | 80                       | 75                       |                             |
|       | c. Internal structure            | 50                       | 45                       | 92%                         |
|       |                                  |                          | <hr/> 138                |                             |
| III.  | Service systems                  | 160                      |                          |                             |
|       | a. Heating and ventilation       | 40                       | 37                       |                             |
|       | b. Fire protection system        | 40                       | 10                       |                             |
|       | c. Cleaning system               | 10                       | 5                        |                             |
|       | d. Artificial lighting system    | 15                       | 12                       |                             |
|       | e. Water supply system           | 15                       | 12                       |                             |
|       | f. Toilet system                 | 25                       | 20                       |                             |
|       | g. Other service systems         | 10                       | 5                        |                             |
|       | h. Service rooms                 | 5                        | 5                        | 66%                         |
|       |                                  |                          | <hr/> 106                |                             |
| IV.   | Church rooms                     | 170                      |                          |                             |
|       | a. Convenience or arrangement    | 20                       | 15                       |                             |
|       | b. Auditorium                    | 100                      | 90                       |                             |
|       | c. Chapel or small assembly      | 15                       | 15                       |                             |
|       | d. Parlor or church-board room   | 5                        | 5                        |                             |
|       | e. Church office                 | 10                       | 5                        |                             |
|       | f. Pastor's study                | 15                       | 11                       |                             |
|       | g. Church vault                  | 5                        | 0                        | 83%                         |
|       |                                  |                          | <hr/> 141                |                             |
| V.    | Religious school rooms           | 200                      |                          |                             |
|       | a. Location and connection       | 15                       | 11                       |                             |
|       | b. Assembly room                 | 60                       | 50                       |                             |
|       | c. Classrooms                    | 90                       | 75                       |                             |
|       | d. Cloak rooms and wardrobes     | 15                       | 5                        |                             |
|       | e. Superintendent's office       | 10                       | 2                        |                             |
|       | f. Supply rooms                  | 10                       | 2                        | 73%                         |
|       |                                  |                          | <hr/> 145                |                             |
| VI.   | Community service rooms          | 190                      |                          |                             |
|       | a. Rooms for general use         | 60                       | 45                       |                             |
|       | b. Rooms for social service      | 70                       | 50                       |                             |
|       | c. Recreation and athletic rooms | 60                       | 45                       | 74%                         |
|       |                                  |                          | <hr/> 140                |                             |

## Use of Score-Card

(A) In using the score-card at least three trained judges of church and religious education plants go through the entire plant and then independently score the building. The middle one of these three judgments is then taken for all of the 112 principal subdivisions, and these middle or conservative judgments are totalled to make the final score for the building. In interpreting the final scores, certain groups should be kept in mind to assist in a more accurate realization of the adequacy of the plants being scored. A church plant which scores between 800 and 1,000 points on the score-card may be considered a very high grade plant. A church plant cannot score about 800 without being exceptionally complete in its equipment and provisions for special activities. Such a church may fall a little short of the desired standard and hence incur a small loss in score on a number of the items provided, or it may be heavily penalized on one or two of its activities, in which case it must be practically up to standard in all the rest. It is, for example, quite possible to have a splendid church upon a poorly located, inadequate site, and so have its score reduced very materially—fifty or sixty points on that one item alone.

(B) A church plant scoring between 600 and 800 points on the basis of 1,000 may be considered as in many ways a desirable plant, and in almost all cases capable of being remodelled or of having additions made to it so that its efficiency can be materially raised. It is likely that churches falling in this group were built a number of years ago when standards of construction were lower than at present. These churches possibly had a splendid plant when first built; but by comparison with the standards of the modern community church, they may not only lose a few points on most of the items, but their score may also be materially reduced by failure to make provision for separate classrooms, special assemblies or any of the community service rooms. Often the auditorium and church rooms are quite adequate, and with the addition of a religious education building, the church plant could be made to serve its congregation acceptably without re-building.

(C) A church building that scores between 400 and 600 falls so far short of meeting desirable standards in so many items that it becomes a question whether it will prove more economical to remodel the building or to replace it by a new plant. A church that scores less than 500 falls so far below the requisite standards in virtually all respects that an entirely new plant will usually prove a good investment for the congregation.

(D) When a church and religious education plant scores less than 400, it is quite certain that money spent on remodelling or adding to it will represent an economic loss, and any building with so poor a score cannot but be a definite handicap to a community service program for its congregation.

Especial attention is directed to paragraph B on the Use of the Score-Card, our church plant being very near the upper limit as set forth in this paragraph. The chosen score-card shows 785 points against an ideal of 1,000 giving, therefore, a rating of about 80 of the ideal. Considering the six divisions of the score-card, three fall below this average.

|                             |     |
|-----------------------------|-----|
| III. Service Systems        | 66% |
| V. Religious School Rooms   | 73% |
| VI. Community Service Rooms | 74% |

A consideration of the individual items show the following:

|                          |    |         |    |      |
|--------------------------|----|---------|----|------|
| Fire Protection System   | 10 | against | 40 | 25%  |
| Church Vault             | 0  | "       | 5  | None |
| Class Rooms              | 75 | "       | 90 | 83%  |
| Superintendent's office  | 2  | "       | 10 | 20%  |
| Supply rooms             | 2  | "       | 10 | 20%  |
| Rooms for General use    | 45 | "       | 60 | 75%  |
| Rooms for social service | 50 | "       | 70 | 72%  |
| Recreation and athletics | 45 | "       | 70 | 64%  |

The Committee wishes to stress the question of fire protection from the standpoint of the smaller children. Extinguishers now in use seem to adequately cover any reasonable risk to property, but in addition to the insurance risk, the risk to smaller children would be lessened by some system of direct responsibility in case of fire.

The absence of a vault where church records could be safely kept is considered a necessity and certainly we should consider the effects of a complete destruction of our records.

In connection with the prospective provision for larger adult and young adult groups, the Committee wishes to stress the necessity of proper rooms and housing, if larger groups are contemplated.

Particularly, we are now in need of classrooms for the intermediate departments and rooms for social and community service. Undoubtedly, there is room available for the extension of these facilities if it is deemed wise to expand.

Rooms for recreation and athletics, although rating low on the scoring sheet are not at present used to anywhere near their full capacity. Basketball and some bowling being the only activities.

### Summary

The Committee offers no suggestions and makes no recommendations either general or specific. They do, however, believe that the facts presented are clear enough to focus attention upon conditions where changes are advisable or where programs might be modified or new programs instituted.

The Committee considers the following topics worthy of repetition and tabulation and wishes to direct attention particularly to them:

- (1) The necessity of judging our work by broader standards than mere attendance on formal meetings in traditional sense.
- (2) The necessity for emphasis upon and participation in the broadest possible program looking toward community betterment.
- (3) The necessity of a wider, varied and enlightened education program for all ages, extending through the whole week and over the whole year.
- (4) The consideration of the rapidly increasing numbers coming in the Parish and community who must be reached.
- (5) The consideration of the decrease of children and the increase of young adults in the Parish.
- (6) The possibility of reaching these young adults and the necessity of further study and perhaps a detailed canvass to that end.

- (7) The question of the recruiting and training of teachers for our educational work.
- (8) The desirability of definite objectives, close correlation and direct responsibility in all activities sponsored by the Church.
- (9) The increase in general community service required of the Pastor and the consequent difficulty of personal contact between him and the congregation.
- (10) The increase in the work of the Church office and the necessity for trained stenographic help.
- (11) The effect of the Church School and the general educational program as a recruiting force in our community.
- (12) The use of a simple set of records of the various activities of the Church.
- (13) The desirability of bringing the congregation into closer touch with the financial problems of the Church and the correlation of Parish and Congregational meetings with the Every Member Canvass.
- (14) The consideration of certain details of the plant and equipment to increase the general efficiency of the institution such as fire protection, vaults, increased classrooms, etc.

The foregoing was approved and adopted by the Survey Committee at its meeting on January 29th, 1930, as its final report and the Chairman and Secretary were requested to sign and forward the same to Dr. Robert B. Beattie for his consideration and for presentation to the next Parish Meeting.

ALLAN R. CULLIMORE,  
*Chairman.*

ELIZABETH G. F. CONDUCT,  
*Secretary.*











**HECKMAN**  
BINDERY, INC.  
Bound-To-Pleasure®

**JUNE 02**

N. MANCHESTER, INDIANA 46962

